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DIOCESE OF SHREVEPORT

Superintendent's Bulletin

Gentle Reminders:

- Be sure to submit monthly financials and council minutes to Superintendent's office
- Principal Meeting September 13, 10:00 a.m. at St. Joseph School

Welcome Back!

August 2007



Louisiana Citizens for Educational Choice

The 2007-2008 Annual Membership Campaign kicks off with the beginning of a new school year. This is the 41st year that CEF or CEC will represent the interests of nonpublic schools—parochial and private—in the state of Louisiana. The CEC goal is for at least two memberships from each school community. Please do all you can to help us reach CEC goal. Remember, without the effort of CEC many of the state dollars we receive in nonpublic schools would not be in place or would quickly vanish from the budget. Dues for CEC will be \$250.00. Mr. Frank Israel serves as our representative on the CEC Board of Directors. Thank you so much!

Opening School Convocation, August 9th at the Catholic Center

Schedule:

- 8:15 a.m. - 9:00 a.m. Registration (coffee, drinks available)
- 9:00 a.m. - 9:30 a.m. Opening Prayer Service—OLBSA Faculty
- 9:30 a.m. - 10:30 a.m. Sandra Kennedy, Keynote
- 10:45 a.m. - 11:45 a.m. Session I
- 11:45 a.m. - 12:30 p.m. Lunch (provided)
- 12:30 p.m. - 1:30 p.m. Session II
- 1:45 p.m. - 2:45 p.m. Session III



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Calendar of Events

August 2007

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8 PGC Class	9 Convocation 2007	10	11
School's Inservice Week						
12	13 School Starts	14	15	16	17 Fax enrollment by 10:00 a.m.	18
19	20 Financials Due	21	22	23	24 Fax enrollment by 10:00 a.m.	25
26	27	28	29	30	31 Fax enrollment by 10:00 a.m.	

- **August 6-10** Inservice Week
- **August 8** Protecting God's Children Training for new employees
12:00 p.m. - 4:00 p.m. JGS
12:00 p.m. - 4:00 p.m. Catholic Center
- **August 9** Teachers Convocation
- **August 13** First Day of School (1/2 day)
- **August 15** Holyday of Obligation
- **September 3** Labor Day (no school)
- **September 4-5** Sr. Carol in Baton Rouge



To Frank Israel of Loyola College Prep - August 8.

Mission of the Catholic Schools Office

Drawing on the spirit of the mission of the Diocese of Shreveport to praise God and to proclaim and teach Jesus Christ, the Office of Catholic Schools seeks to provide services and direction to pastors, principals, and teachers, and other school leaders so that the vision of Catholic education in the Diocese of Shreveport can be realized.

"Tips" for School Councils

When orienting new council members remember the following:

- ✦ Council Agenda: How do items get on it? Who writes it? When is it sent out? Can it be put aside? Can a vocal person add to the agenda when it is against procedures?
- ✦ What is the place of prayer at meetings?
- ✦ How does the Council receive financial reports? What part does the Council play in the budget process? Who oversees the budget expenditures? Who determines tuition?
- ✦ How are Council meetings conducted? When are there executive sessions? Why are there executive sessions?
- ✦ What are the voting procedures? What procedures are followed for discussing issues?
- ✦ What items are contained in the principal's report?
- ✦ What is the policy formation process?

Each Council member should have a school policy book which includes the administration rules and regulations for implementing those policies and overseeing their enforcement. This book helps Council members understand the total operation and also the style of the principal.

***Council In-Service—Monroe, 6:00 p.m. on Oct. 17
Shreveport, 6:00 p.m. on Oct. 18**

